

Password Policy

Policy Owner Campus Technology

Responsible Office(s) Campus Technology

Purpose

This policy establishes conditions for use and requirements for appropriate creation and management of Converse University system passwords.

Scope

This policy applies to anyone who has a user account with Converse University.

Policy

In order to protect the integrity of Converse University systems and users, it is necessary to create a password that would be difficult for someone to guess in an effort to gain unauthorized access to a user's Converse University account and systems.

A password must be:

1.
 1. Changed every 180 days
 2. At least eight (8) characters in length
 3. At least one (1) must be numbers
 4. At least one (1) must be a capital letter
 5. At least one (1) must be a lowercase letter.
 6. At least one (1) special character (!@#\$\$%^&*)
 7. It must be significantly different from 1 previous password.
 8. It cannot be the same as the user ID.
 9. It should not be information easily obtainable about the user.
 10. Safeguarded by not storing it in a public place where others might acquire it.
 11. Must never be communicated in email or text conversation.

Passwords should not be shared, including Campus Technology.

All use of a Converse University account is to be performed by the person assigned to that account. Account owners are held responsible for all activities associated with their accounts.

Any violations of standards, procedures, or guidelines pursuant to this policy may result in Campus Technology locking your account and subject to possible disciplinary action.

Services

If you have lost or forgotten your password, please visit <https://my.converse.edu>.

Version History

Fri, 08/18/2023 - 12:55